

AGENDA FOR THE STATE UNIVERSITIES CIVIL SERVICE ADVISORY COMMITTEE MEETING

The State Universities Civil Service Advisory Committee will convene its quarterly meeting at 10:00 a.m., Thursday, January 27, 2011 and at 9:00 a.m., Friday, January 28, 2011, hosted by Eastern Illinois University.

Agenda Item Number	SUBJECT
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- 1. Call to Order – Chair Barney Bryson**
- 2. Roll Call – Secretary Julie Benedict**
- 3. Introduction of Guests**
- 4. Seating of Members**
- 5. Report of Designated Employer Representative (DER) of Host Campus –**
Mr. Charles Phillips, Sr., Director Human Resources will address the committee.
- 6. Approval of minutes of the October 2010 Quarterly Meeting**
The committee will be asked to approve the Minutes of the October 2010 Meeting
- 7. Approval of minutes of the Executive and Election Committees Meeting October 2010**
The Executive and Election Committees will be asked to approve the Minutes of the October 2010 Meeting
- 8. Review of Correspondence**
- 9. Public Comments**
- 10. Report of Chair – Barney Bryson**
- 11. Election of Officers**
- 12. Election of Standing Committees**
- 13. SURS Update – Susan Courson**
- 14. Report of Director – Mr. Tom Morelock**
 - a. Review of Rulemaking Process**
 - b. Transition of Exemption Procedures to Administrative Rules**

c. Agency Budget Report

d. Audit Program Update

- i. Legislative Inquiry**
- ii. UIC Audit Issue Update**

e. Classification Plan Update

- i. Classification Revisions/Updates**
- ii. Review of Recent Procedure Update – Section 4, Classification Manual**
- iii. Classification Determination – Fit Index**
- iv. Audit Process – Position Review**

d. Legal Update

e. Other Agency Activities

15. Review of SUCSAC Meeting dates (Action Item)

Members will adjust the dates and locations for July and October meetings in accordance with the Council of Councils meeting in October.

16. Civil Service Performance Evaluation Process/Procedures (Discussion Item)

Members will discuss performance evaluation processes/procedures for their respective campuses.

17. Minimum Qualifications Verification Process/Procedures (Discussion Item)

Members and System Office will discuss the process and procedures for verifying minimum qualifications for testing purposes.

18. Joint Illinois Senate Committee Hearing (Action Item)

Members will be asked to consider a position to advise the Merit Board regarding the August 11, 2010 Joint Illinois Senate Committee Hearing recommendations as printed in the minutes of the Merit Board meeting of August 18, 2010.

19. State Universities Civil Service Act (110ILCS70) Proposed Changes (Discussion Item)

Members will discuss the proposed changes the State Universities Civil Service Act.

20. Quarterly Employee Data (Discussion Item)

Members will review the Quarterly Employee Data report and discuss the following issues.

- a. Academic Professional Review**
- b. Staff Reduction and Precautionary Measures/Avoidance**

Members will discuss paperless initiatives at their respective Universities.

21. Report of Executive Committee

22. Report of Legislative Committee

23. Report of Election Committee

24. Other Items as Presented